

Library Meeting Room Fees

2016 Fee Study



Board of Library Trustees Presentation

Monday, May 16, 2016

Council Policy I-7

Library Meeting Rooms

“Fees may be charged for the use of the Library meeting rooms. Fees shall be established by Resolution of and periodically adjusted by the City Council on the recommendation of the Board of Library Trustees”



Fee Study – Background

- Fee Study Consultant



- Rotating Schedule (every 3-5 years)
 - Library last studied 2011
- Cost-of-Service



Library Meeting Room Fees

Meeting Room Fees	Current Fee	Proposed Fee	Adjustment
Cancellation Charge: Friends Room	\$31	\$59	\$28
Refund Charge: All Other Program/Facility Use	\$31	Combine with Above	
Deposit: Friends Room (use of PA system)	\$100	\$100	\$0
Deposit: Refundable Cleaning	\$105	\$96	-\$9
Setup & Cleanup: Friends Room	\$75	\$114	\$39
Setup & Cleanup: Use of Kitchen	\$80	Recommend Removal	
Energy Surcharge	Cost	Recommend Removal	
Facility Use Fees: Non-Profit Resident, per hour, 2 hr minimum	\$50	\$50	\$0
Facility Use Fees: Non-Profit Nonresident, per hour, 2 hr minimum	\$95	\$95	\$0
Facility Use Fees: Private Resident, per hour, 2 hr minimum	\$80	\$80	\$0
Facility Use Fees: Private Nonresident, per hour, 2 hr minimum	\$160	\$160	\$0

Recommended Changes

- Delete Refund Charge: All Other Programs/Facility Use
- Remove “Friends Room” from Cancellation Charge
 - Increase to \$59



Recommended Changes (cont.)

- Reduce Refundable Cleaning Deposit by \$9
Cost of unscheduled cleaning service



Recommended Changes (cont.)

- Remove Setup & Cleanup: Kitchen \$80 fee
 - If additional cleaning is required, it will be covered as a pass thru, Refundable Cleaning Deposit
- Increase Setup & Cleanup: Friends Room to \$114



Recommended Changes (cont.)

- Remove Energy Surcharge

- Not historically charged



- Remaining Fees are Unchanged

- Deposit for Use of Public Address (PA) system
 - Facility Use Fees



Next Steps

- Recommendation from the Board
- Finance Committee - June 16, 2016
- Council - Summer



Discussion/Questions

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